

Employment Opportunity

Phlebotomist

Full Time Position:

The Community Blood Council of NJ is currently looking for a Phlebotomist/Medical Assistant. The applicant must be detail oriented, precise, and analytical to function well in this challenging opportunity, but most importantly they must be passionate about this fulfilling line of work.

This is a full time position with full benefits. Our expansive benefit package is competitive and generous. Flexibility with work hours is required since hours vary between days, evenings, and weekend based on blood drive schedule.

Job requirements:

- ✓ Must be certified in phlebotomy or have equivalent experience
- ✓ Must be flexible with schedule for blood drives, including weekend and evening hours
- ✓ Must be able to communicate and interact in a professional manner at all times with blood donors and fellow staff members
- ✓ Must demonstrate appropriate customer service skills
- ✓ Must be neat, courteous and orderly

Job Duties:

- ✓ Assuring a pleasant experience for blood donors
- ✓ Must be able to take vital signs, including but not limited to manual blood pressures, temperatures, pulse rate
- ✓ Perform finger sticks to check blood donor hemoglobin
- ✓ Perform phlebotomies with a minimum of unsuccessful draws and complaints using a 16 gauge needle
- ✓ Performs blood donor medical histories accurately according to the SOP
- ✓ Manage donor flow on blood drives, crowd control, donor satisfaction
- ✓ Needs to be able to accurately document medical terminology on blood donor histories to include both medical conditions and medications
- ✓ May assist in training of new staff members